

**COMMISSION ON TEACHER CREDENTIALING**

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**OFFICE OF THE EXECUTIVE DIRECTOR****MEMORANDUM**

**Date:** June 15, 2005

**To:** All Individuals and Groups Interested in the Activities of the Commission on Teacher Credentialing

**From:** Dr. Sam Swofford, Executive Director  
California Commission on Teacher Credentialing

**RE:** Application and Nomination Form for Participation in the Bilingual Certification Advisory Work Group

The California Commission on Teacher Credentialing (CCTC) is currently in the process of reviewing its requirements and routes for bilingual certification. As part of this process, CCTC is seeking qualified individuals to serve on an advisory work group for the purpose of considering four policy questions related to bilingual certification for California teachers. These policy questions are:

1. Should the Commission explore alternatives to the current route to bilingual certification for already-credentialed teachers?
2. How shall the Commission maintain a structure for bilingual certification for those candidates who are in the process of earning a credential?
3. Given the increased number of languages spoken by students in California classrooms, how can the Commission provide bilingual certification for more languages?
4. How should newer models of instruction be considered in the development of updated requirements for bilingual certification?

It is anticipated that the Bilingual Certification Advisory Work Group will meet four times between October 3, 2005 and February 1, 2006. All meetings will be held in Sacramento, and travel expenses will be supported by the Commission.

Over the course of these meetings, advisory work group members will review survey data and consider feedback gathered from stakeholder meetings about bilingual certification. These data sources, coupled with the expertise of advisory work group members in bilingual education theories and practices, linguistics, and second language proficiency will inform the discussion

about the questions above. The work group will be responsible for developing recommendations concerning the four policy questions. These recommendations will be brought to the Commission for its consideration, review, and possible approval. The Commission may ask work group members to continue meeting beyond February of 2006, in order to develop program standards, test specifications, or do other tasks related to updating bilingual certification routes for California teachers.

If you know of a qualified individual whom you wish to nominate for the Bilingual Certification Advisory Work Group, please complete the Nomination Form and have the nominee complete the Application Form and include a résumé or curriculum vitae and other documents that would support the application, such as letters of recommendation. (If you wish to self-nominate for membership on the Bilingual Certification Advisory Work Group, you would complete the Nomination Form yourself.) All nominees must return the full application packet, including the Nomination Form, the Application Form, and supporting documents, to:

Susan Porter, Consultant  
Professional Services Division  
California Commission on Teacher Credentialing  
1900 Capitol Avenue  
Sacramento, CA 95814

Members will be selected based upon experience and expertise. To the maximum extent possible, membership will be balanced according to proficiency in languages other than English, gender, and geographic regions. Please note that nomination to serve on an advisory work group does not guarantee selection. **Applications are due no later than July 8, 2005.** It is anticipated that the selection process will be completed by August 5, 2005.

On behalf of the Commission, I thank you for your interest in this important scope of work. If you have further questions about the application process for the Bilingual Certification Advisory Work Group, please contact Susan Porter at: (916) 327-7105 or [sporter@ctc.ca.gov](mailto:sporter@ctc.ca.gov)